

Meeting Minutes
Lincoln Trail DEIC/PIPC
August 15, 2006

Members Present: Kelly Basham, Sherry Brinegar, Elizabeth (Betsy) Harms, Sharon Ronk, Carol Karn, Cynthia Lemons, Judy Leshner, Nancy Mitcham, Gay Skaggs, Bev Vetter, Lavinia Waits, Chris Ashman, Heather Sallie, Kathy Lee

Staff Present: Anne Bolly, Cathy Moser

Guests Present: None

Members Absent: Gwin Bickett, Beth Carter, Debbie Curry, Kathy Fields, Donna Greene, Pam Haire, Allison Hardaway, Patricia Hardin, Roberta Hounshell, Katina Johnson, Karen Keene, Kathy King, Renee Lackey, Sandy Mardis, Vicky Morgan, Pam Shearer, Deborah Spalding, Camille Turner, Jennifer Wilcox

Topic	Discussion	Action
First Steps Networking Meeting and Q & A Session	<p>1. Anne Bolly reported that new CBIS sheets were on line.</p> <p>2. Anne reported the Code of Ethics is currently being drafted and will be reviewed by the ICC, TAs, and DEICs.</p> <p>3. Anne and Cathy Moser reminded those present that all providers must bill insurance, with the exception of DIs and teachers of the visual and hearing impaired.</p> <p>4. Cathy Moser reported that she would like to see the Primary Service Provider Model used more often than she sees it being used during her reviews. Chris Ashman shared her positive experiences with the Primary Service Provider Model at Ft. Knox's Early Intervention Program. Providers want to know how this should be coded for CBIS. Should it be coded as "co-treatment"?</p>	<p>2. Anne will distribute the draft Code of Ethics to DEIC members for their review and feedback.</p> <p>4. Cathy Moser will check with CBIS to see if the Primary Service Provider model should be coded as "co-treatment." Anne will email the answer to providers.</p>
Introductions	Cindy Lemons is the new DEIC/PIPC chair. Sharon Ronk and Cathy Lee will represent Hardin County Public Schools on the DEIC/PIPC. Nannette Johnston is now Acting Superintendent of Hardin County Public Schools.	Congratulations Nannette!

June Minutes	Approved with one correction. Under <i>Planning Next Year's Agenda</i> , "each month" should be changed to "the following months."	Anne will make the correction and send out corrected June minutes with August minutes.
First Steps Point of Entry (POE) Report	<p>1.Carol Karn reported and distributed a written summary report which included a breakdown of referrals by county and age. Forty referrals were received in June and 38 referrals were received in July.</p> <p>2.The Ft. Knox base realignment and closures may increase referrals because more people will be living off base.</p> <p>3.Claudia is updating her data base of providers. The shortage of providers continues (see written report for a breakdown).</p> <p>4.The Lincoln Trail Health Department's policy on faxes, someone must be in the POE office to accept the fax.</p>	<p>4.First Steps providers should call prior to sending a fax to the POE containing reports, assessments, and IFSPs. Call the POE prior to sending the fax and say "I'm sending you a fax with 3 pages for John Doe."</p>
First Steps Technical Assistance Report.	<p>1.Anne reported the Code of Ethics is currently being drafted and will be reviewed by the ICC, TAs, and DEICs.</p> <p>2.Anne will be holding a training on writing IFSP outcomes, the Consultative Model, and the Primary Service Provider Model on September 15 the morning prior to the PSC Quarterly Meeting.</p> <p>3.Anne reported that Gigi Meredith won the Marge Allen Spirit Award at the Infant Toddler Institute. The DEIC/PIPC voted to pay for part of this year's award.</p>	<p>1.Anne will email the draft Code of Ethics to members for review prior to the October DEIC/PIPC meeting.</p> <p>2.Email Anne at anboll01@louisville.edu to register for the training.</p> <p>4.Congratulations Gigi!</p>
Parent Ideas and Issues	No parents were present at today's meeting.	
Preschool Issues	1.Nancy Mitcham reported that Meade County is already seeing and increase of referrals due to the Ft. Knox base	

	<p>realignment. Nancy feels the real onslaught is several years away.</p> <p>2.Gay Skaggs reported that Grayson County had to open up another classroom.</p> <p>3.Some school buses are not air conditioned and children are getting sick on the ride home due to the heat.</p> <p>4.Kathy Lee reported that she had seen a child who was discharged from First Steps early because he was age appropriate upon testing. When the child reached Hardin County Preschool, he was significantly delayed.</p>	<p>4.The POE suggested that Kathy have the parent sign a release and have the records sent. The family could have moved or refused First Steps services. Kathy will call Anne Bolly is she is still concerned after reading the discharge summary.</p>
Commission for Special Health Care Needs Report	<p>1.Sherry Brinegar reported that the CCSHCN is looking for contract audiologists. Due to the shortage of audiologists, it may take longer to get evaluations scheduled and completed. Hardin County Schools can't test without an audiology evaluation, and local ENTs are full and are not accepting the Medical Card.</p> <p>2.Sherry reported that she had received an email about how to calculate preschool absences due to health issues. If a letter is on file from a physician that the child will be out periodically due to health issues, the absence will not count toward truancy.</p>	
Treasurer's Report	<p>Judy Leshar reported. The balance is currently \$1000.00. The DEIC/PIPC volunteered to pay for part of the awards given at the Infant Toddler Institute. So far, this invoice has not been received. Cost is estimated to be about \$50.00. Baby brochures for child find activities were purchased with the left over funds from last year.</p>	
Identifying Child Find Lists	<p>Anne was told by First Steps state staff that PSC contact information could not be placed on the Identifying Child Find Lists which are mailed quarterly from Chris Thacker's office at</p>	<p>Preschool directors should email Chris Thacker and request the agreement with First Steps be modified so that PSC contact</p>

	Ky. Dept. of Ed. PSC contact information is not in the agreement.	information is placed on the Identifying Child Find Lists which are mailed from his office quarterly.
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Next Meeting October 17, 2:00 till 4:00 at Hardin County Bd. Of Education, 65 W.A.Jenkins Rd, E-town

Agenda

ARC (Advocating for Rights of Citizens) of Kentucky – Glenna Taylor

1:00 till 2:00, First Steps Networking and Q & A Session